

Message

From: Smith, Kathryn [Smith.Kathryn@epa.gov]
Sent: 1/26/2021 6:29:32 PM
To: Sanders, Amy [Sanders.Amy@epa.gov]
Subject: RE: Please submit Trump appointees' separation checklists ASAP

Thanks—yikes! Sooner we get them all the better, appreciate you all staying on top of this!

Kathryn Smith
Supervisor
Executive Resources, OARM-RTP
U.S. Environmental Protection Agency
Research Triangle Park, NC
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OFFICE OF ADMINISTRATION AND RESOURCES MANAGEMENT
RESEARCH TRIANGLE PARK

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From: Sanders, Amy <Sanders.Amy@epa.gov>
Sent: Tuesday, January 26, 2021 1:28 PM
To: Smith, Kathryn <Smith.Kathryn@epa.gov>
Subject: RE: Please submit Trump appointees' separation checklists ASAP

So we had one appointee who ghosted HR on his first day. Poor Rick was standing there in the lobby trying to call him at 8am where they were supposed to meet. Guy showed up around 1 with some explanation about a "fire alarm." Didn't make much sense. Then we had more problems. On the way out, I explained to the administrative officer, that she was likely going to need to get IT assistance to do all of his records management (same way we take care of an employee that dies.) She was still hopeful that he'd do what he was supposed to—all the way until it was too late. Now I'm just hoping that he mailed us his phone or we'll never get through this check out process.

BTW—none of above is for sharing 😊 but wow. All the rest were super good at the check out process and went above and beyond on their records requirements.

From: Smith, Kathryn <Smith.Kathryn@epa.gov>
Sent: Tuesday, January 26, 2021 9:30 AM
To: SES Contact List <SES_Contact_List@epa.gov>
Cc: Carr, Dorothy <Carr.Dorothy@epa.gov>; Moore, Patricia <Moore.Patricia@epa.gov>; Timpy, Sarah <timpy.sarah@epa.gov>
Subject: Please submit Trump appointees' separation checklists ASAP
Importance: High

Good morning,

Please submit completed separation checklists for all Trump appointees to the Executive Resources team as soon as possible. Our office is still waiting to receive about half of the separation checklists for departed Trump appointees.

There are currently 58 missing and we cannot process their actions until their checklists are received. Late submissions may result in folks being unable to apply timely for unemployment and delayed final checks.

Sarah Timpy from my team will be reaching out to remind each Region/AAship of whose checklists we are still missing. Please prioritize getting these checklists to us as soon as possible.

Thank you,

Kathryn Smith
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